



DEPARTMENT OF THE ARMY
UNITED STATES ARMY PHYSICAL DISABILITY AGENCY
BUILDING 7 WRAMC
WASHINGTON DC 20307-5001

AHRC-DZB

FEB 28 2005

MEMORANDUM FOR PHYSICAL EVALUATION BOARD PRESIDENTS

SUBJECT: Policy/Guidance Memorandum #15: Adjudication Training

1. Purpose: To establish training requirements for physical disability case adjudicators of the Physical Evaluation Board (PEB), case reviewers at Headquarters, United States Army Physical Disability Agency (HQUSAPDA), and substitute and additional members to accommodate requests for enlisted, female, or minority representation.

2. Reference: DoD Directive 1332.18, para 4.4.5.

3. Policy:

a. Permanent and alternate members of the PEB and HQUSAPDA case reviewers who act on Soldier appeals, propose case modifications, or conduct quality assurance reviews must be trained on military disability adjudication before they act on cases.

b. Except as provided in subpara "c" below, PEB Adjudicators and HQUSAPA case reviewers must attend the Senior Adjudicators Course before they act on cases. To be credited with course attendance, the Sample Case Adjudication block of instruction must be completed.

c. The Deputy Commander (DCO), HQUSAPDA, under exigent circumstances as determined by the DCO, may designate an alternate training plan to allow a PEB adjudicator or HQUSAPDA case reviewer to act on cases prior to completion of the Senior Adjudicators Course. An example of an alternate plan would be completion of the CD, Introduction to the Disability Evaluation System, followed by a minimum two-week period of working cases as a nonvoting member.

d. When members not assigned to the PEB as adjudicators are added to the formal board to constitute a 5-member board for purposes of requested enlisted, female, or minority representation, the PEB President will ensure the additional members are briefed on the standards for determining fitness and compensability prior to sitting the board. These members are not required to attend the course or complete the CD. However, when such is possible, the PEBs are encouraged to have a standing list of such extra members and a training plan based on the introduction course.


e. When a request for female or minority representation can be fulfilled by substituting the requested representation for one of the members of a 3-member panel, the substituted member must meet the training requirements for PEB adjudicators.

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4. Point of contact: Ms. Frances Dennis, Policy Officer, DSN 662-3064 and commercial (202) 782-3064.

FOR THE COMMANDER:



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